

2008-2009 LCOG BUDGET PROCESS

<u>DATE</u>	<u>TASK--RESPONSIBLE PERSON(S)</u>
11/8/07	Executive Committee establishes budget assumptions--GK Executive Committee Reviews Proposed Dues Rates for FY09--GK
12/13/07	Board adopts Budget Process and Assumptions--GK Board approves Member Dues Rates based on Proposed Schedule--GK Board approves FY07 Financial Statements--GK
12/27/07	Dues Schedule mailed to member jurisdictions--GK
2/4/08	Budget Committee member(s) recruited. E-mail RG for notice to be placed in 2/6/08 City/Region section – Linda C
3/3/08	Deadline for receiving Budget Committee applications—Linda C
3/13/08	Executive Committee appoints Budget Committee--GK
3/25/08	FAX legal notice to RG on Budget Committee meeting for publication in March 30 paper (At least 8 – no more than 14 days in advance). —Linda C
4/10/08	Executive Committee and Budget Committee review Revised FY08 Budget--GK Recommend adoption of Revised FY08 Budget to LCOG Board Executive Committee and Budget Committee review draft FY09 Budget—GK
4/22/08	FAX legal notice to RG on Budget Committee meeting for publication in April 27 paper (At least 8 – no more than 14 days in advance). —Linda C
4/24/08	Board adopts FY08 Revised Budget—GK Proposed FY09 Work Program and Budget presented to the Board.
5/1/08	Budget/Executive Committees mailing—GK/Ann
5/8/08	Budget Committee meeting--approve FY09 Budget—GK
6/10/08	FAX notice of Public Hearing to RG for publication Sunday, June 15 newspaper. (At least 8 – no more than 14 days in advance). Linda C
6/26/08	Public Hearing on Budget/Adoption of FY09 Budget by Board--GK
6/27/08	Final document printed--(50)—Linda C Copies distributed to Board members July-September—GK
7/3/08	Mail final budget document, advertisements and revised budgets from prior year to Department of Revenue (Due by 7/15 to Dept of Rev) —Linda C
12/11/08	Board approves FY08 Financial Statements--GK